



Broomfield and Kingswood Parish Council

<http://www.broomfieldandkingswood-pc.org.uk/>



Public Notice of a Meeting of the Parish Council

To: All Councillors

You are hereby summonsed to attend the Parish Council Meeting of Broomfield and Kingswood Parish Council to be held at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX on Monday 19th January 2026 at 7.30pm.

To: All Residents

Members of the public are welcome to join.

Dated 13th January 2026

Signed: **Hayley Roberts**, Parish Clerk

A G E N D A

Chairman's Announcement: *Whilst it is permitted to record this meeting any person, Councillor or member of the public, wishing to do so is obliged to notify the meeting, before commencement of their intention to do so.*

Public Forum - *The Chairman welcomes members of the public and invites them to speak prior to the start of the Meeting, relating to the Agenda or local issues, (to a maximum of fifteen minutes and three minutes per speaker). You are requested to state your name and address prior to speaking.*

No	Item
1.	To receive and approve apologies for absence
2.	Councillors Declarations of interest in items on the agenda
2.1	Lobbying
2.2	Personal Interest
2.3	Prejudicial Interest (Councillor to leave meeting table whilst such item is under discussion)
3.	Reports from Representatives of Outside Bodies Maidstone Borough Council – Ward Councillor – Gill Fort Kent County Council – County Councillor – Cllr Sarah Emberson
4.	To approve the minutes of the meeting of Broomfield & Kingswood Parish Council Minutes of Annual Parish Council Meeting held on 15th December 2025
5.	Planning Applications Application Ref: 25/505093/FULL Proposal: Erection of a single storey rear extension and front porch, including alterations to fenestration. Address: The Robins Broomfield Road Kingswood Kent ME17 3NY
6.	Ratification of Planning consultation applications decided by email using Delegation Powers re Planning (Minute No 19/101.1) Delegation;
6.1	Application Ref: 25/504938/LBC Proposal: Listed Building Consent for removal of fire escape platform, installation of rainwater overflow pipe, and to dismantle and rebuild 3no. merlons and a section of parapet wall. Address: Leeds Castle Ashford Road Hollingbourne Kent ME17 1PL
6.2	Application Reference: 25/505119/TPOA Proposal: Tree Preservation Order Application: G1 Sweet Chestnut - Crown raise to 12m, coppice leaning stem on SE end and clear fallen stem on NW end. Location: Paddock R/o 14 Cayser Drive Kingswood Kent ME17 3QB
7.	Planning Outcomes (for report only)
8.	Actions & Outcomes (for report only)

9.	Finances and Payment of Accounts
9.1	Bank reconciliation December 2025
9.2	Responsible Finance Officer's report December 2025
9.3	To approve the schedule of payments for January 2026
9.4	To ratify payments already made in December 2025
9.5	Reconciliation of invoices against cheques and ledger for December 2025
9.6	To consider the performance of the 2025/26 budget to date
9.7	To resolve the level of precept for 2026/27
9.8	To consider request from The Countryside Charity
9.9	To discuss and resolve to approve Handyman's annual hourly rate increase
10.	Sports Field
10.1	Review of the month's Sports Field Inspection Sheets
10.2	To receive an update regarding the car park extension
10.3	To review defibrillator inspection reports
11.	Policing Crime Figures
12.	To discuss the Neighbourhood Watch Scheme
13.	To discuss the Parish Council website
14.	To discuss the Tom Hoy Award 2026
15.	To review and discuss the recent water supply issues
16.	To discuss the placement of a village bench
17.	Feedback from MP Helen Whately's roundtable meeting
18.	Residents' concerns
19.	Any other information
20.	Items for next agenda
21.	Parish Council Meeting The next meeting of the Parish Council is scheduled for Monday 16 th February 2026. The meeting will take place at Broomfield and Kingswood Village Hall, Gravelly Bottom Road, Kingswood ME17 3PX from 7.30pm.